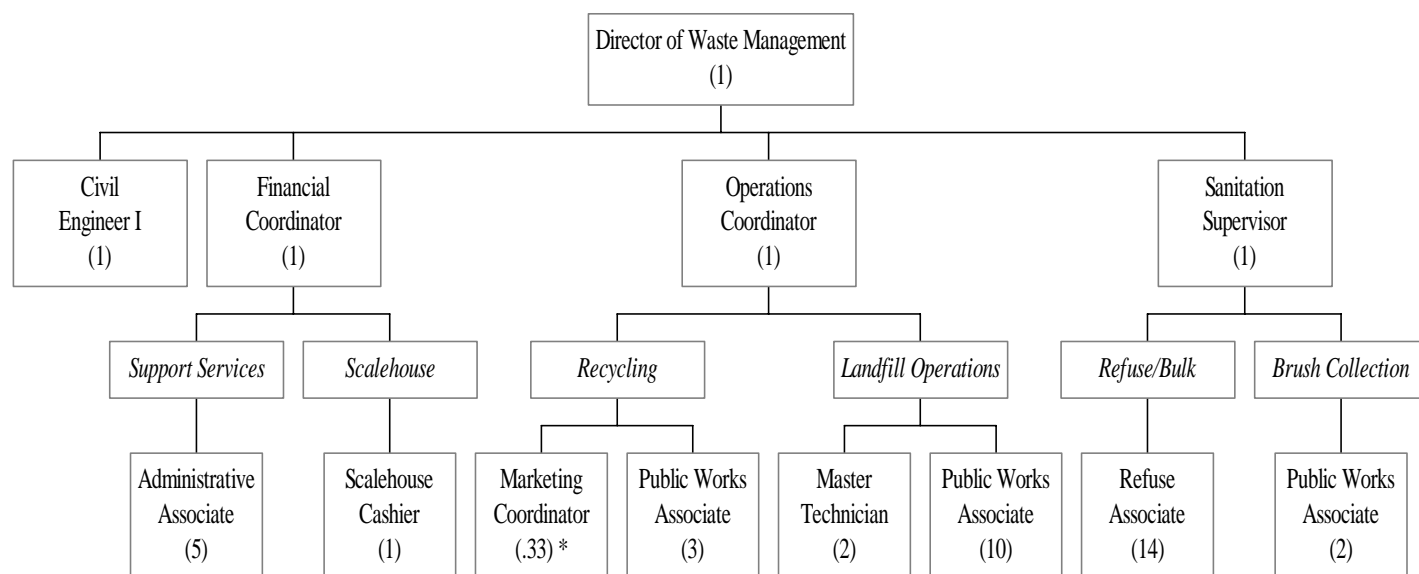


Solid Waste Management

Position Summary

42.33 City Funded Positions

42.33 Total Positions

* Marketing Coordinator position is shared among three departments. Remainder of position assigned to and funded by:

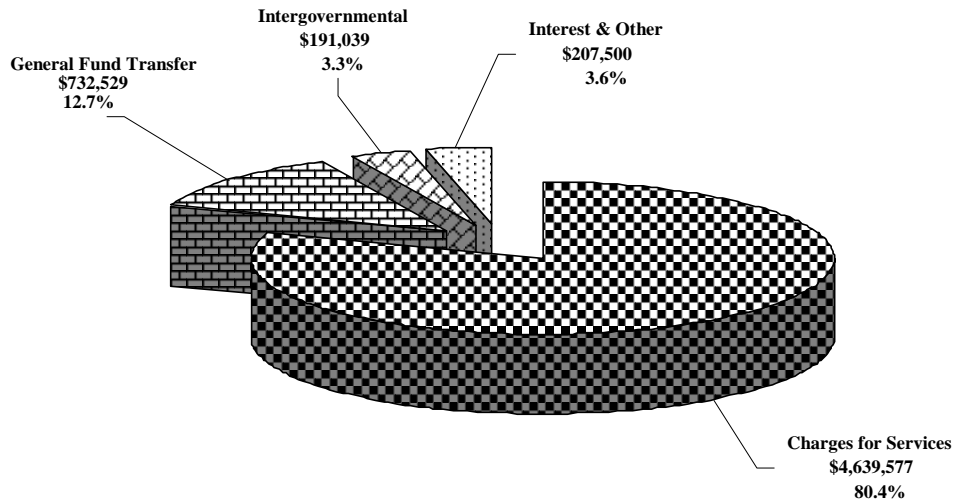
Communications and Marketing – .33 FTE

Utilites (Water Fund) - .34 FTE

Solid Waste Management provides weekly refuse pickup at homes and small businesses, and collects bulk items such as furniture and appliances on an on-call basis. Runs a sanitary landfill to collect and process solid waste, including hazardous waste, wood products, metals, and tires. Maintenance includes ground water monitoring and leachate and methane management. The division has nine facilities for public recycling of glass, plastic, newspaper, cans, and mixed paper. Works with 70 groups who volunteer to collect litter and trash along designated streets.

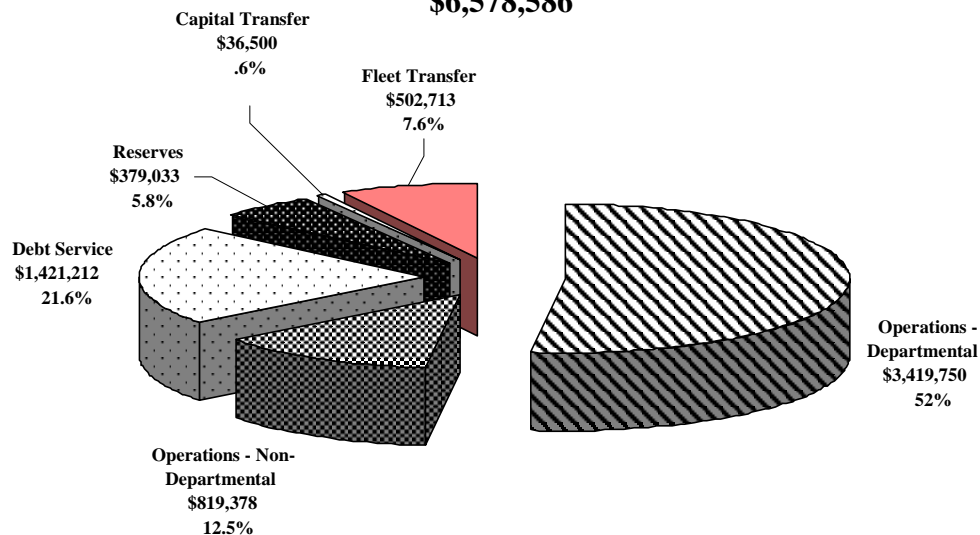
FY 2003 REVENUES

\$5,770,645



FY 2003

\$6,578,586



Enterprise Fund**Solid Waste Management Fund***Solid Waste Management Fund Summary*

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
BEGINNING FUNDS	\$4,683,816	\$4,867,575	\$5,766,304	\$5,510,645	\$5,510,645
Use of reserves	2,418,559	0	0	0	0
TOTAL FUNDS AVAILABLE	\$7,102,375	\$4,867,575	\$5,766,304	\$5,510,645	\$5,510,645
REVENUES					
Charges for Services	\$5,346,221	\$4,668,693	\$4,668,693	\$4,639,577	\$4,639,577
General Fund Transfer	732,529	756,328	756,328	732,529	732,529
Intergovernmental	180,798	198,878	198,878	191,039	191,039
Interest & Other	487,165	447,500	447,500	207,500	207,500
TOTAL REVENUES	\$6,746,713	\$6,071,399	\$6,071,399	\$5,770,645	\$5,770,645
EXPENSES					
Operating -Departmental	\$3,172,240	\$3,512,476	\$3,695,846	\$3,410,832	\$3,419,750
Operating-Non-Departmental	838,130	922,300	1,070,788	790,429	780,878
Debt Service	1,304,021	1,323,431	1,298,636	1,421,212	1,421,212
Transfer to Closure Reserve	529,486	0	0	379,033	379,033
Transfer to Various Reserves	145,109	0	0	0	0
Capital Transfer	116,500	36,500	36,500	36,500	36,500
Fleet Transfer	1,951,089	670,205	670,205	502,713	502,713
Encumbrances & Carryforwards	26,209	0	0	0	0
TOTAL EXPENSES	\$8,082,784	\$6,464,912	\$6,771,975	\$6,540,719	\$6,540,086
ENDING BALANCE	\$5,766,304	\$4,474,062	\$5,065,728	\$4,740,571	\$4,741,204
Key Financial Ratios:					
Debt Coverage Ratio Target	1.20	1.20	1.20	1.20	1.20
Debt Coverage Ratio	1.99	1.21	0.98	1.08	1.08
Fund Balance Ratio Target	40%	40%	40%	40%	40%
Fund Balance Ratio	71%	77%	83%	72%	72%

Enterprise Fund**Solid Waste Management Fund***Solid Waste Management Revenue Summary*

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
CHARGES FOR SERVICES					
Contract Hauler Disposal Fees	\$2,303,119	\$1,939,200	\$1,939,200	\$1,939,200	\$1,939,200
Contract Industrial Disposal Fees	883,568	538,776	538,776	506,960	506,960
Sludge Disposal	602,893	631,500	631,500	631,500	631,500
Solid Waste Gate Fees	587,466	576,000	576,000	615,300	615,300
Tag Sales	586,198	585,000	585,000	585,000	585,000
Decal Sales	192,853	187,500	187,500	193,000	193,000
General Fund-On Street Debris	168,617	168,617	168,617	168,617	168,617
All Others	21,506	42,100	42,100	0	0
TOTAL	\$5,346,221	\$4,668,693	\$4,668,693	\$4,639,577	\$4,639,577
INTERFUND TRANSFERS					
General Fund Transfer	\$732,529	\$756,328	\$756,328	\$732,529	\$732,529
TOTAL	\$732,529	\$756,328	\$756,328	\$732,529	\$732,529
INTERGOVERNMENTAL	\$180,798	\$198,878	\$198,878	\$191,039	\$191,039
INTEREST & OTHER					
Interest	\$486,375	\$290,000	\$290,000	\$200,000	\$200,000
All Other	791	157,500	157,500	7,500	7,500
TOTAL INTEREST & OTHER	\$487,165	\$447,500	\$447,500	\$207,500	\$207,500
TOTAL REVENUE	\$6,746,713	\$6,071,399	\$6,071,399	\$5,770,645	\$5,770,645

Enterprise Fund**Solid Waste Management Fund***Solid Waste Management Operating Expenses*

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
BUDGET SUMMARY					
Personnel (FTE)	43.33	43.33	43.33	42.33	42.33
DEPARTMENTAL					
Personal Services	\$1,217,551	\$1,270,961	\$1,279,050	\$1,291,828	\$1,306,634
Employee Benefits	359,073	386,995	388,911	388,368	382,480
Supplies & Materials	218,903	104,490	110,595	109,840	109,840
Gas/Diesel Fuel	133,800	184,006	184,113	139,002	139,002
Internal Services Charges	63,135	193,036	193,036	24,685	24,685
Equipment Replacement/Additions	112,778	162,096	312,096	134,496	134,496
Rentals & Leases	91,686	84,028	84,028	84,028	84,028
Utilities & Natural Gas	39,862	64,422	64,490	58,003	58,003
Insurance	72,633	0	0	76,892	76,892
Buildings & Grounds Maintenance	148,232	223,220	224,500	221,220	221,220
Contractual Services	697,916	810,222	828,199	854,870	854,870
Training & Meetings	6,769	17,000	14,156	16,000	16,000
Miscellaneous Expenses	9,902	12,000	12,672	11,600	11,600
TOTAL	\$3,172,240	\$3,512,476	\$3,695,846	\$3,410,832	\$3,419,750
NON-DEPARTMENTAL					
General Fund Payments	\$585,248	\$585,248	\$585,248	\$585,248	\$623,748
Trash Tag System Transfer	76,945	76,945	76,945	76,945	76,945
Retail Handler's Fee	16,864	20,000	20,000	20,000	20,000
GIS Related	57,028	92,614	237,253	38,500	0
Y2K Items	2,000	597	597	0	0
Compensation Plan Adjustments	0	35,172	25,167	0	10,044
All Other	100,045	111,724	125,578	69,736	50,141
TOTAL	\$838,130	\$922,300	\$1,070,788	\$790,429	\$780,878
TOTAL OPERATING EXPENSES	\$4,010,370	\$4,434,776	\$4,766,634	\$4,201,261	\$4,200,628

Brush Collection Operating Expenses

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
BUDGET SUMMARY					
Personnel (FTE)	2	2	2	2	2
Personal Services	\$64,850	\$108,688	\$108,688	\$112,848	\$112,848
Employee Benefits	15,802	19,205	19,205	20,190	19,847
Supplies & Materials	0	4,350	4,350	4,100	4,100
Gas/Diesel Fuel	2,383	7,430	7,430	4,750	4,750
Internal Services Charges	128	6,269	6,269	3,584	3,584
Equipment Replacement/Additions	2,663	0	0	0	0
Rentals & Leases	0	24,000	24,000	24,000	24,000
Utilities & Natural Gas	0	0	0	1,343	1,343
Insurance	2,636	0	0	2,704	2,704
Buildings & Grounds Maintenance	0	0	0	0	0
Contractual Services	59,695	17,993	17,993	17,021	17,021
Miscellaneous Expenses	0	500	500	500	500
TOTAL	\$148,157	\$188,435	\$188,435	\$191,040	\$190,697

Budget Description

The adopted FY2003 Solid Waste Management Fund budget for Brush Collection of \$190,697 represents a 1.20 percent increase of \$2,262 as compared to the adopted FY2002 budget of \$188,435.

Significant changes introduced in the Requested FY2003 budget include:

- ◆ \$4,160 increase in Personal Services due to previously approved merit increase
- ◆ \$985 increase in associated Employee Benefits
- ◆ \$2,680 decrease in Gas/Diesel Fuel due to a decrease in fuel prices
- ◆ \$250 decrease in Supplies
- ◆ \$2,685 decrease in Internal Service charges due to reallocation of equipment maintenance and repair to Fleet Services
- ◆ \$1,343 increase in Utilities
- ◆ \$2,704 increase in Insurance due to reallocation of Worker's Compensation
- ◆ \$972 decrease in Contractual Services due to reallocation of Fleet Services

The Department requested \$191,040.

All items requested were proposed for funding.

The Proposed FY2003 Solid Waste Management Fund budget for Brush Collection was adopted with the following change:

- ◆ \$343 decrease in Employee Benefits reflecting a State instituted Life Insurance holiday.

Drop-off Recycling Operating Expenses

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
BUDGET SUMMARY					
Personnel (FTE)	3.33	3.33	3.33	3.33	3.33
Personal Services	\$92,365	\$76,582	\$77,372	\$93,419	\$93,711
Employee Benefits	27,829	26,676	26,862	30,828	30,184
Supplies & Materials	4,456	2,000	2,000	2,000	2,000
Gas/Diesel Fuel	9,879	18,563	18,563	14,279	14,279
Internal Services Charges	797	14,174	14,174	956	956
Equipment Replacement/Additions	0	1,000	1,000	1,000	1,000
Rentals & Leases	0	50,260	50,260	50,260	50,260
Utilities & Natural Gas	0	2,000	2,000	2,100	2,100
Insurance	6,236	0	0	6,966	6,966
Buildings & Grounds Maintenance	85	3,000	3,000	1,000	1,000
Contractual Services	4,112	21,200	21,200	17,287	17,287
Training & Meetings	0	1,500	1,500	500	500
Misc. Expenses	258	1,000	1,000	600	600
TOTAL	\$146,017	\$217,955	\$218,931	\$221,195	\$220,843

Budget Description

The Adopted FY2003 Solid Waste Management Fund budget for the Recycling Operations of \$220,843 represents a 1.33 percent increase of \$2,888 as compared to the Adopted FY2002 budget of \$217,955. This program is currently under contract, and is only allowed (per contractual agreement) to grow at ½ of the consumer price index (CPI) per year.

Significant changes introduced in the Requested FY2003 budget include:

- ◆ \$16,837 increase in Personal Services due to skill-based pay for public works associates
- ◆ \$4,152 associated increase in Employee Benefits
- ◆ \$4,284 decrease in Gas/Diesel Fuel due to a decrease in fuel prices
- ◆ \$13,218 decrease in Internal Service charges due to reallocation of equipment maintenance and repair to Fleet Services
- ◆ \$100 increase in Utilities
- ◆ \$6,966 increase in Insurance due to reallocation of Workman's Compensation
- ◆ \$2,000 decrease in Building & Grounds maintenance services
- ◆ \$3,913 decrease in Contractual Services due to reallocation of Fleet Services
- ◆ \$1,000 decrease in Training & Meetings
- ◆ \$400 decrease in Miscellaneous Expenses

The Department requested \$221,195.

All items requested were proposed for funding.

The Proposed FY2003 Solid Waste Management Fund budget for the Recycling Operations was adopted with the following change:

- ◆ \$644 decrease in Employee Benefits reflecting a State instituted Life Insurance holiday.

Landfill Operating Expenses

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
BUDGET SUMMARY					
Personnel (FTE)	23	23	23	22	22
Personal Services	\$668,717	\$739,817	\$747,116	\$718,494	\$726,351
Employee Benefits	210,632	224,408	226,138	218,505	214,830
Supplies & Materials	203,222	81,400	87,505	86,300	86,300
Gas/Diesel Fuel	91,745	128,600	128,707	94,723	94,723
Internal Services Charges	13,534	22,845	22,845	10,581	10,581
Equipment Replacement/Additions	30,110	42,000	192,000	14,400	14,400
Rentals & Leases	14,295	9,768	9,768	9,768	9,768
Utilities & Natural Gas	39,407	58,000	58,045	48,460	48,460
Insurance	45,884	0	0	47,922	47,922
Buildings & Grounds Maintenance	145,654	219,520	220,800	219,520	219,520
Contractual Services	570,630	730,366	748,343	672,337	672,337
Training & Meetings	6,009	15,000	12,156	15,000	15,000
Miscellaneous Expenses	9,014	10,000	10,672	10,000	10,000
TOTAL	\$2,048,853	\$2,281,724	\$2,464,095	\$2,166,010	\$2,170,192

Budget Description

The Adopted FY2003 Solid Waste Management Fund budget for Landfill Operations of \$2,170,192 represents a 4.89 percent decrease of \$111,532 as compared to the Adopted FY2002 budget of \$2,281,724.

Significant changes introduced in the Requested FY2003 budget include:

- ◆ \$21,323 decrease in Personal Services due to elimination of one PWA
- ◆ \$5,903 decrease in associated Employee Benefits
- ◆ \$4,900 increase in Supplies
- ◆ \$33,877 decrease in Gas/Diesel Fuel due to a decrease in fuel prices
- ◆ \$12,264 decrease in Internal Service charges due to reallocation of equipment maintenance and repair to Fleet Services
- ◆ \$9,540 decrease in Utilities
- ◆ \$27,600 decrease in Equipment Replacement/Additions
- ◆ \$47,922 increase in Insurance due to reallocation of Workman's Compensation and pollution liability insurance
- ◆ \$58,029 decrease in Contractual Services due to reallocation to Fleet Services

The Department requested \$2,166,010.

All items requested were proposed for funding.

The Proposed FY2003 Solid Waste Management Fund budget for Landfill Operations was adopted with the following changes:

- ◆ \$7,857 increase in Personal Services reflecting a two percent general salary increase
- ◆ \$3,675 decrease in Employee Benefits reflecting a State instituted Life Insurance holiday.

Refuse Collection Operating Expenses

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
BUDGET SUMMARY					
Personnel (FTE)	15	15	15	15	15
Personal Services	\$391,619	\$345,874	\$345,874	\$367,067	\$373,724
Employee Benefits	104,810	116,706	116,706	118,845	117,619
Supplies & Materials	11,225	16,740	16,740	17,440	17,440
Gas/Diesel Fuel	29,793	29,413	29,413	25,250	25,250
Internal Services Charges	48,676	149,748	149,748	9,564	9,564
Equipment Replacement/Additions	80,005	119,096	119,096	119,096	119,096
Utilities	455	4,422	4,445	6,100	6,100
Insurance	17,877	0	0	19,300	19,300
Buildings & Grounds Maintenance	2,493	700	700	700	700
Contractual Services	63,479	40,663	40,663	148,225	148,225
Training & Meetings	760	500	500	500	500
Miscellaneous Expenses	630	500	500	500	500
TOTAL	\$751,822	\$824,362	\$824,385	\$832,587	\$838,018

Budget Description

The Adopted FY2003 Solid Waste Management Fund budget for Refuse Collection of \$838,018 represents a 1.66 percent increase of \$13,656 as compared to the Adopted FY2002 budget. This program is currently under contract, and is only allowed (per contractual agreement) to grow at ½ of the consumer price index (CPI) per year.

Significant changes introduced in the Requested FY2003 budget include:

- ◆ \$21,193 increase in Personal Services due to the deletion of turnover per budget instructions
- ◆ \$2,139 increase in Employee Benefits due to deletion of turnover
- ◆ \$700 increase in Supplies
- ◆ \$4,163 decrease in Diesel Fuel due to a decrease in fuel prices
- ◆ \$140,184 decrease in Equipment Maintenance & Repair (reallocated to Fleet Services)
- ◆ \$1,678 increase in Utilities
- ◆ \$19,300 increase in Insurance for reallocation of Workman's Compensation
- ◆ \$107,562 increase in Contractual Services due to reallocation to Fleet Services

The Department requested \$832,887.

All items requested were proposed for funding.

The Proposed FY2003 Solid Waste Management Fund budget for Refuse Collections was adopted with the following changes:

- ◆ \$6,657 increase in Personal Services reflecting a two percent general salary increase
- ◆ \$1,226 decrease in Employee Benefits reflecting a State instituted Life Insurance holiday.



This Page Intentionally Left Blank